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6 August 1951

11. WATCH POLICY

Reference:

25X1

- A. Division Chiefs will be available for duty on an "on call" basis during all off-duty hours, and are responsible for informing the Wire Services Section, FBID, where they may be reached if at other than their home ~~number~~ telephone. A senior representative may be designated, when necessary, in which case the responsible official will notify the Wire Services Section. It will then be the responsibility of the designated representative to keep the Wire Services Section informed where he may be reached if other than at home.
- B. The Chief, FBID, will maintain an OO Watch during all except normal working hours in the Wire Services Section. FBID in Room 2 -96, Quarter Tye, telephone [redacted] 25X1
- C. Division Chiefs will furnish to the Chief, FBID, a list of home addresses, telephone numbers and names of all senior representatives of the three Divisions who may be designated under this policy, and will promptly advise the Chief, FBID, of all changes. Information copies of these lists and changes will be furnished to the Assistant Director for Operations.

/s/ L.K. White  
Deputy Assistant Director  
for Operations

Effective 1 April 1951

25 YEAR RE-REVIEW

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